

REPORTS INVENTORY					CONTROL NO.	
PREPARE IN DUPLICATE					DD/S&T/ORD-21	
1. TITLE OF REPORT (if a fill-in report include Form No.) Intelligence Information Handling Committee - R&D					2. TYPE OF REPORT	<input type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
3. FUNCTIONAL AREA	<input type="checkbox"/> PERSONNEL <input type="checkbox"/> LOGISTICS <input type="checkbox"/> MEDICAL	<input type="checkbox"/> TRAINING <input type="checkbox"/> SECURITY <input type="checkbox"/> FINANCE	<input checked="" type="checkbox"/> ADMIN. GENERAL OTHER (specify)			
4. NO. OF COPIES PREPARED 5	5. FREQUENCY (weekly, monthly, quarterly, etc.) Variable			6. DISTRIBUTION (No. of components not number of copies) 3		
7. FORMAT (memorandum, form computer print-out, etc) Memo	8. ADP PROCESSING <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF YES GIVE ADP PROCESSING NO.			9. DIRECTIVE AUTHORITY REQUIRING REPORT USIB		
10. PREPARING COMPONENT (include lowest level contributing information to report) Division			11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
12. COST FACTORS						
A. MANUAL PREPARATION AND REVIEW COSTS						
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X TIMES PREPARED = COST PER YEAR
11.8	6.60		20		\$132.00	12 \$1,584.00
B. COSTS OF COMPUTER PRODUCED REPORTS						
TOTAL COSTS PER YEAR \$1,584.00						
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Provides information to Federal community on progress in computer programs to speed up management and analysis processes.						
14. FUTURE GOALS						
GOAL PROPOSED BY COMPONENT FOR THIS REPORT					ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS	<input type="checkbox"/> OTHER (explain)				MAN-HOURS	DOLLARS
<input type="checkbox"/> CHANGE						25X1
<input type="checkbox"/> DISCONTINUE						
16. DATE OF INVENTORY 10/16/70	17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100050037-2					18. EXTENSION <input type="checkbox"/>